

Board Meeting Minutes

October 14, 2014 – 1:00 PM- 3:00 PM
ITD Building, Normandy Street Room #208

- Meeting called to Order at 1:03 pm.
- Attendance:
 - Board Members Present: Rick Majerus, Amy Vorachek, Mike Lynk, Mike Ressler, Dallas Carlson, Russ Buchholz, Sally Holewa, Bonnie Storbakken, Keith Schroeder (phone), Kara Schmitz (phone)
 - Visitors: Cher Thomas
 - CJIS Staff: Molly Brooks, Heidi Smith
- Motion to approve the agenda with the addition of the Fire Department Crime Lab Access item: Sally Holewa; second: Amy Vorachek; unanimous approval
- Motion to approve prior meeting minutes: Dallas Carlson; second: Rick Majerus; unanimous approval
- Introduction of Bonnie Storbakken to the CJIS Board
- News Releases –
 - SAVIN Release: Sally Holewa suggested a victim-related story with this article or future articles. Russ Buchholtz suggested providing email address and link to the website. Russ Buchholtz also suggested that "VINE" be removed. Rick Majerus brought this article up to the Sheriffs' and Chiefs' Associations, and they all thought this was a good idea and supported its release.
 - Motorola Release: Molly Brooks informed the Board of Motorola's interest in a collaborative news release.
 - ITD Process: Molly Brooks explained that she provides News Releases to Cliff Heyne for review as part of ITD's process.
 - Additional Process Steps: She will also send a version out to the Board for information. If anyone has feedback, she will schedule a Special Board Meeting for review.
- Information: 2015-2017 Budget Update: Molly Brooks gave an overview of the changes to the numbers for the budget proposal. The Board did not express any concerns.
- Information: CJIS Status
 - Report Highlights:
 - Molly Brooks reported that CJIS is running high on ITD data processing expenditures. This is due to fixes done early in biennium and higher maintenance costs for LERMS and STARS. She met with Dan Sipes and everything looks good

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- with the overall cash flow at this point, and she will continue to monitor spending.
- Molly Brooks discussed the meeting with Mike Lynk regarding Motorola matrix and that there are still things that need to be corrected before Mike Lynk will sign off on the project being complete
 - Molly Brooks highlighted stakeholder engagement and complimented staff for the improvement in the quality of the engagements.
- Jamestown Fire Department Crime Lab Access: The Jamestown Fire Department wants access to the crime lab through the portal. Medical examiners at the health department may want similar access.
 - Cher Thomas explained that access to the Crime Lab was provided through the Portal because there were issues with providing access to the Active Directory if both CJIS and AG did not structure access in this way. For example, there would have been questions with who owned the account and who is responsible for the accounts and also the potential for duplicative background checks. Now non-criminal justice agencies need to access the Crime Lab. The Board eventually will need to decide if the portal should still be the vehicle for this or if the AG office will need to develop a separate process for these types of access request. Cher Thomas explained that the groups/access are controlled through the AD, so non-criminal justice users would not be able to access CJIS data; they would just be able to access the Crime Lab.
 - Dallas Carlson suggested still doing background checks and also limit the amount of users given access for non-criminal justice agencies.
 - Sally Holewa questioned if this is beyond the scope of CJIS. It would shift work to the CJIS employees as far as background checks and managing the AD accounts.
 - Cher Thomas discussed the reasons why it could fall under the CJIS scope.
 - Molly Brooks mentioned that at this point the volume of non-criminal justice users would be so low that it would not present a significant workload issue, but the potential might be there.

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- Roundtable Discussion of Current Agency Projects – Mike Ressler
 - Russ Buchholtz: DOT just finished up the building and 8 sites where buildings are being replaced; one site in Mott is delayed because the dirt is too wet. DOT added cameras in Ashley, Sterling, Esmond and Newtown; there are 60 Cameras in total.
 - Bonnie Storbakken: passed
 - Sally Holewa: passed
 - Rick Majerus: passed
 - Amy Vorachek: The ITAG-Elite upgrade is currently is slated for January.
 - Dallas Carlson/Cher Thomas- AG-IT completed a new update to warrants and warrants are now indexed on CJIS, so they will show up when you search a person. The data is loaded in real time. AG-IT also received money from BCI through a grant to send protection orders to the FBI.
 - Mike Lynk: There are a few more towers to go; they are looking into 3 or 4 new locations. State Radio is currently partnering on a statewide study of the infrastructure for state radio and interoperability and what technologies are out there to make the system better. Many groups have helped fund the study. Mike Lynk included the maintenance of P1 in in his budget. He also put in budget the NCIC switch. Wednesday is final inspection on the new State Radio dispatch center.
 - Kara Schmidt: passed
 - Keith Schroeder: passed
 - Mike Ressler: passed
- Questions: Sally Holewa asked for an update on the LERMS role out. Molly Brooks and Mike Lynk provided the update that it was going continued to progress, though there have been challenges. Keith Schroeder mentioned that Art Walgren from Watford City PD said he was not too happy with the system at the Chief's Associations meeting. Molly Brooks informed Keith that there are some issues CJIS is working on with Watford City, but that she had not heard of additional issues. She said that she would follow up with Watford City PD and the other pilot agencies and provide an update to the Board.



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- Next CJIS Board Meeting: February 12 at ITD (or another location, if an agency would like to host)
- Meeting Adjourned at 1:52 pm – Motion to adjourn: Mike Lynk; second: Bonnie Storbakken; unanimous approval.